

# **Chevy Chase Village Board of Managers**

## **December 9, 2013**

***Note:** These minutes reflect the Board's actions only, and do not include remarks made by members of the Board of Managers, Legal Counsel, Village Staff or others in attendance. An audio recording of this meeting is available on the Village website at [www.chevychasevillagemd.gov](http://www.chevychasevillagemd.gov) or by request to the Village office.*

### **BOARD OF MANAGERS**

Patricia S. Baptiste, Chair	Present
Michael L. Denger, Vice Chair	Present
Richard M. Ruda, Secretary	Present
David L. Winstead, Assistant Secretary	Present
Gary Crockett, Treasurer	Present
Robert C. Goodwin, Jr., Assistant Treasurer	Present
Elissa A. Leonard, Board Member	Present

### **STAFF**

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Michael W. Younes, Director of Municipal Operations	Present
Demetri Protos, Finance Director	Present
Ellen Sands, Permitting and Code Enforcement Coordinator	Present
Jacqueline A. Parker, Public Safety Coordinator	Present

### **COUNSEL**

Suellen M. Ferguson, Village Counsel	Present
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Ms. Patricia S. Baptiste, Chair of the Chevy Chase Village Board of Managers, called the meeting to order at 7:30 p.m.

### **Approval of Minutes from the Board's Regular Meeting held on November 13, 2013**

Minutes of the Board's regular meeting held on November 13, 2013 were circulated to the Board prior to the meeting.

*Mr. Denger moved to approve the minutes of the Board of Managers' regular monthly meeting held on November 13, 2013, as drafted. Ms. Leonard seconded the motion. Ms. Baptiste, Mr. Denger, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.*

### **Variance Request**

**A-6465: Mr. Patrick and Ms. Lindsay Conway, 5 East Melrose Street**

Construct a two story addition, the proposed soffit and gutter of which would encroach a maximum of three feet, ten inches (3'-10") into the east side yard setback. Prior to the hearing, the applicants submitted revised drawings and a letter of support from a neighboring resident.

*Mr. Denger moved to approve the variance on the basis that the evidence presented, including the staff report, demonstrates that the applicable requirements for approval of the variance have been met. Staff is directed to draft a decision based on this evidence, including findings of fact and conclusions, approving the variance.* Mr. Crockett seconded the motion. Ms. Baptiste, Mr. Denger, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.

### **Treasurer's Report**

The Treasurer's Report was distributed prior to the meeting. No action was taken by the Board.

### **Police Report**

The Police Report was distributed prior to the meeting. No action was taken by the Board.

### **Committee Appointments & Reports**

#### **External Committee Liaison: Bethesda Fire Board**

The Village's Representative to the Bethesda Fire Board, Mr. John Murgolo of Park Street, reported to the Board on the history and current activities of Fire Stations 6, 20, and 26 that service Chevy Chase Village. No action was taken by the Board.

#### **Building Code Review Committee**

Committee Chair Mary Sheehan presented the Committee's recommended changes to the Building Code. Discussion followed. The Board will hold a Public Hearing on the proposed changes at its regular monthly meeting in January<sup>1</sup>.

### **Old Business & Status Reports**

#### **Streetlight Improvement Project: Board Authorization Sought to Launch LED Pilot Program**

The Board supported the proposed pilot program and directed staff to proceed with discussions with PEPCO for proceeding with the pilot program at a cost of \$19,186.

#### **Update on Montgomery County's Zoning Ordinance Re-Write**

Ms. Baptiste presented an update on the testimony she provided at the County Council PHED Committee Hearing on November 14, 2013. She also provided an update on her subsequent conversations with Council staff, who have agreed to make changes recommended for the Chevy Chase Center property.

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<sup>1</sup> Subsequent to the meeting, Board Chair Patricia Baptiste, in consultation with Village Counsel and the Chair of the Building Code Review Committee, agreed to move the Public Hearing to the Board's regular meeting on February 10, 2014.

## **New Business**

### **Board Consideration and Possible Action:**

Resolution No. 12-01-13 – Adoption of the Amended Montgomery County Hazard Mitigation Plan for 2013.

*Mr. Denger moved to approve the Resolution No. 12-01-13, adopting the Amended Montgomery County Hazard Mitigation Plan for 2013. Mr. Crockett seconded the motion. Ms. Baptiste, Mr. Denger, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. Mr. Ruda was absent from the room. The motion passed.*

### **Budget Transfer and Purchase Authorization Requests:**

- Village Hall Security Plan: Transfer \$21,000 from reserves to the “Capital Projects, Village Hall Security” category in the FY2014 capital budget.
- Hardware to complete implementation of the Village Hall Security Plan: Precision Doors & Hardware, Inc. in the amount of \$9,850.

*Mr. Crockett moved to authorize the Village Manager to transfer \$21,000 from reserves to the “Capital Projects, Village Hall Security” category in the FY2014 budget, and to authorize the Village Manager to purchase security hardware from Precision Doors & Hardware in the amount of \$9,850. Mr. Winstead seconded the motion. Ms. Baptiste, Mr. Denger, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin and Ms. Leonard voted in favor of the motion. The motion passed.*

### **Proposed Signage for the Village Hall**

- Board support of proposed signage pursuant to the Village Hall Security Plan. There were no comments from the Board regarding the proposed signage.

### **Manager’s Report**

The Manager’s Report was circulated prior to the meeting. No action was taken by the Board.

*Mr. Crockett moved to adjourn the meeting. Mr. Denger seconded the motion. Ms. Baptiste, Mr. Denger, Mr. Ruda, Mr. Winstead, Mr. Crockett, Mr. Goodwin, and Ms. Leonard voted in favor of the motion. The motion passed. The meeting adjourned at 9:12 p.m.*

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Secretary, Chevy Chase Village Board of Managers

*Final.*